

ROSEBURG PUBLIC SCHOOLS

Regular Board Meeting & Executive Session

Vol. 2 No. 8

November 16, 2016

BOARD MEMBERS:

Rodney Cotton	X
Daniel Endicott	X
Joseph Garcia	X
Rev. Howard Johnson	X
Charles F. Lee	X
Paul E. Meyer	X
Steve Patterson	X

ADMINISTRATION:

Gerry C. Washburn, Superintendent	X
Richard Burton, Director, Student Services	X
Robert Emerson, Director, Teaching & Learning	X
Robert Freeman, Director, Human Resources	X
Cheryl Northam, Chief Operations Officer	X

MINUTES OF THE REGULAR BOARD MEETING

TIME/PLACE: A meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, November 16, 2016, at 6:00 p.m. in the Administrative Office Board Room located at 1419 NW Valley View Drive in Roseburg, Oregon.

CALL TO ORDER: Board Chairman, Charles Lee, welcomed attendees and called the meeting to order at 6:00 p.m., and asked Human Resources Director, Robert Freeman, to lead the Pledge of Allegiance.

ATTENDANCE: Board members and Cabinet members were all in attendance. There were no media representatives present.

REVIEW OF AGENDA: Superintendent Washburn announced that an Executive Session has been added immediately following the regular meeting.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn shared that he had no announcements.

LEADERSHIP REPORT: RHS Leadership students present included Jessica Grubbs, Marinda Carlyle and Gretchen Lucido. Miranda shared that she is a member of Interact, Science Club and Varsity Softball. Gretchen Lucido participates in Cross Country and Leadership. Jessica Grubbs is an FFA officer and participates in Leadership. The students reported on current activities that included recycling projects. The fall sports have finished up and winter sports began on Monday. Our varsity football team ended the season with a win. The volleyball team fell to Sunset in tournament play where we had nine senior players. High school swimming and softball teams will both have new coaches this year. Many athletes have turned out for both swimming and wrestling. Leadership students attended a student leadership conference in Seaside, Oregon, and were able to bring back innovative ideas for many things including integrating the school mascot and improving the Mr. RHS program.

STUDENT RECOGNITION: The following students were recognized as students of the month at their respective schools. Recipients received congratulatory letters from their principals along with McDonald's gift cards:

- Winchester Elementary Fifth Grade student, Peyton Fisher, was introduced by Director Endicott, who shared that Peyton is being honored for his inquisitive nature and perseverance. Peyton is a strong role model for others, having the ability to look on the bright side and have fun at school every day.
- Sunnyslope Elementary Fifth Grade student, Kianna Gordon, was introduced by Director Patterson, who shared that Kianna was nominated by her school for her dedication, self-motivation and relentless

pursuit of knowledge. A compassionate, natural leader, Kianna enjoys helping students in the kindergarten classroom.

- Melrose Elementary Fifth Grade student, Edgar Araiza, was introduced by Director Garcia, who shared that Edgar has attended Melrose since kindergarten, and exemplifies the Melrose Bulldog spirit. A tenacious student, he most enjoys math and recess. A respected learner, Edgar enjoys participating in the Math Club and learning to play the Saxophone.

SPECIAL STAFF RECOGNITION – CRYSTAL APPLE AWARD

Director Johnson presented the Crystal Apple Award to Nutrition Services Office Manager, Karen Kennedy. Nutrition Services Director, Kyle Micken, shared in his letter that Karen was being recognized for her significant contributions to the food service staff and the students of Roseburg Public Schools. Karen goes above and beyond in supporting her team. Always encouraging and unfailingly pleasant, Karen makes suggestions to improve the food service program. Her co-workers are honored to work with someone who makes an impact on the lives of children here in Douglas County.

There was a brief recess at 6:20 p.m. to allow parents, students and staff who wished to leave to depart for the evening. The meeting resumed at 6:23 p.m.

CONSENT AGENDA: The Consent Agenda this evening included Minutes from the October 26th Board Meeting, Gifts to the District and Surplus items.

Human Resources Director, Robert Freeman, presented his recommendation to hire the following individuals:

- Shonna Barry, Special Education, Language Arts Teacher at Roseburg High School;
- Arryn Bess, Elementary Music Teacher;
- Jan Fullerton, Kindergarten Job-Share (temporary position)
- Anela Plunkett, School Psychologist; and
- Sara Wells, Kindergarten Job-Share (temporary position)

Mr. Freeman pointed out that we feel very fortunate that the highly qualified School Psychologist, Anela Plunkett, has arrived here from Hawaii as her spouse accepted a job here in Roseburg. Mr. Burton's department had been searching for such an individual for quite some time. In the case of the music position, Human Resources Specialist, Tracy Powell, reached out to our current music teachers for help locating a potential hire for this difficult to fill position. Our band directors were directly involved in encouraging Arryn Bess to apply with the District.

Director Endicott moved to approve the Consent Agenda as presented. Director Garcia seconded and the Motion passed unanimously.

M2-52 Approved the Consent Agenda

PUBLIC PARTICIPATION: There were no audience members wishing to address the Board.

UMPQUA COMMUNITY COLLEGE SERVICE PROVIDER AGREEMENT FOR 2016-17: Teaching and Learning Director, Robert Emerson, presented the proposed renewal of the Service Provider Agreement between the District and Umpqua Community College (UCC) for the 2016-17 school year. This agreement provides for alternative education services and no changes are being recommended. The agreement was reviewed by Attorney Dan Clark. Mr. Clark's recommendation was to confirm that the materials being used in the GED program are the same as those used to provide other services to students. This was confirmed.

Director Patterson moved to approve the 2016-17 Service Provider Agreement with UCC. Director Endicott seconded the Motion. Director Meyer noted that the liability insurance limits are outdated and should be increased to reflect current standards. Director Endicott seconded, and the Motion passed unanimously.

M2-53 Approved the 2016-17 Service Provider Agreement with Umpqua Community College (UCC)

STUDENT INFORMATION DATA SYSTEM: Teaching and Learning Director, Robert Emerson, presented his recommendation to move forward with the approximately \$114,000 purchase of the Schoolzilla student data information system. The subscription will be effective from July – July for three years (pro-rated for 2016-17) rather than starting in November to be consistent with our district’s fiscal year. The purchase will be funded by our assessment budget. The recently passed Measure 98 will be the revenue source for this item after this year as the data systems will be used to improve graduation rates.

Director Patterson moved to approve the recommendation to purchase Schoolzilla. Director Johnson seconded the Motion. During discussion, Director Meyer asked Dr. Washburn if he supported the recommendation, and the superintendent responded affirmatively. He also received clarification that this is for a three-year contract. Director Endicott noted that the continuing cost might diminish as staff become proficient in programming, but it was explained that this is likely directly offset by the time the employee would devote to those tasks. However, Mr. Endicott expressed concern with how the information would be utilized. Dr. Washburn explained that the program will be helpful in placing students in an alternative high school. Using the early warning system currently requires manual effort for high school staff to identify at risk students. The system will now be able to do that work, allowing staff to make better placement decisions faster. Staff will be able to have timely conversations with students and their families as options and recommendations are communicated more efficiently. In addition to helping with placement decisions, it will also be useful with discipline issues and in school vs. out of school suspensions. Director Garcia expressed concern regarding funding by the state as his understanding is that there is no money assigned to this legislation. He suggested postponing the decision as other items are also needed within the budget, such as a classroom modular, sixth grade activities, etc. Director Cotton indicated he would agree with Director Garcia if the eliminated assessment costs would not result in essentially a “wash” for this year. Mr. Cotton agreed that Mr. Emerson needs this tool to obtain student information effectively. Cheryl Northam responded to Director Johnson that we plan to utilize flow through funds from Douglas ESD for assessment for this purpose as our needs have changed as we have dropped some of our assessment services such as MIM and WEA. Mr. Emerson has redirected those funds to this recommended purpose. Director Patterson indicated his support for the purchase, suggesting that it will help us become more efficient and recognize and identify kids who are at risk earlier. Keeping kids in the system will help to pay for the cost over time.

The Motion passed by majority with Directors Endicott, Garcia and Meyer voting against, and Directors Cotton, Johnson, Lee and Patterson voting to approve.

M2-54 Approved the recommendation to purchase the student data information system, Schoolzilla

POLICY GBA: EQUAL EMPLOYMENT OPPORTUNITY, for First Reading: Human Resources Director, Robert Freeman, shared that we have had a policy in place for many years, but OSBA has come out with an updated version that we have combined with our existing policy is it pertains to Veterans.

Director Endicott moved to approve Policy GBA: EQUAL EMPLOYMENT OPPORTUNITY, for First Reading. Director Patterson seconded and the Motion passed unanimously.

M2-55 Approved Policy GBA: EQUAL EMPLOYMENT OPPORTUNITY, for First Reading
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DISCUSSION OF MEMORANDUM OF UNDERSTANDING (MOU) WITH THE COW CREEK BAND OF UMPQUA TRIBE OF INDIANS: Superintendent Washburn updated the Board on the status of the draft agreement with the local tribe regarding the high school mascot. One of the requirements of the process is to schedule a public meeting to allow public input on the MOU. The agreement is for ten year periods, with reviews required every three years. Director Cotton expressed concern over the termination language, stating that this is supposed to be a partnership. Athletic uniforms can't even be ordered and delivered within 90 days. Dr. Washburn responded that state law requires that tribes to be able to cancel, but agreed that is a legitimate concern. Director Johnson expressed concern about the curriculum portion of the agreement, in the event some students wish to opt out. Student Services Director, Rick Burton, commented that the tribe is interested in a curriculum rich in local history that takes into account regional culture, and would be across a K-12 model. Director Johnson suggested that this is a high price to pay for his soul and he is not in favor. Director Meyer noted that the curriculum piece would be developed collaboratively and once agreed upon, would not be changed by the district.

Director Patterson suggested that the draft document be finalized before inviting public comment for the required public forum. Suggested edits included eliminating misspellings and using the District's legal name (Douglas County School District 4); and proposing a lead time of one year if the tribe decides they no longer wish to participate (current timeline is 90 days). Dr. Washburn confirmed that we will resolve the language issues and bring the document back for final approval and public input.

SUPERINTENDENT'S REPORT: Superintendent Washburn shared that efforts will be made to include principal representatives and union leadership as we begin next year's budget development process so that everyone has the numbers in front of them. Principals will be reviewing their building budgets recognizing the revenue challenges ahead of us. We plan to be extremely transparent with both our union leadership and employees.

STUDENT ENROLLMENT/ATTENDANCE: Dr. Washburn noted that we are still down 33 students. The alternative education population continues to show improvement, up to 144 from 88 a year ago. He complimented the work that Principal Weber and her staff are doing with Randal Olsen. They are tracking every student who has left the school and keep in contact with those individuals. Teaching and Learning Director, Robert Emerson, did a home school analysis, discovering that 74.5 percent of 349 students who are home schooled never attended any of our schools. Twenty-five percent were in the system and then left. There is an acceleration point at both fifth and eighth grades. Chair Lee expressed his appreciation of the expanded information.

There are 171 students transferring in, and 158 out. Principals are paying close attention to issues that concern students and their parents. We continue to see many children moving around within the district, and a very high number of foster kids. There are 400 children in the foster care system in Douglas County. Mr. Burton added that we have the highest population per capita in Oregon. Director Meyer was encouraged that we are

doing better with the at risk student population. While our chronic attendance numbers are up, we believe it is due to tracking year to date rather than month to month.

A new employee absence form was shared that was developed by Tracy Powell in Human Resources. We are apparently causing some of the attendance issues with the current professional development schedule.

FINANCE REPORT: Chief Operations Officer, Cheryl Northam, directed the Board to the Finance Report on page 38. There were no questions.

CABINET MEMBER REPORTS:

HUMAN RESOURCES DIRECTOR, ROBERT FREEMAN, reported that the safety committee had its first annual poster contest, and the posters are hanging on the board room walls this evening. Six of our buildings participated in different grade levels. Grade level winners received \$5 gift cards, with Dutch Bros. and Walmart being the top choices. There were building winners and then one district winner. The winner has not yet been announced as there is a presentation scheduled for Friday. The posters were enlarged by the Douglas ESD print shop. The goal of the contest was to help everyone understand that each one of us has a role in safety.

Mr. Freeman sat with deans of education from George Fox and Western Oregon University at a recent TSPC workshop. In depth discussions were had regarding recruiting challenges in Oregon. Districts are considering “growing your own” models. One of the considerations would be bringing a program to our area to enable staff to obtain a teaching license without going away to university. He continues to reach out to counterparts across the state regarding hiring incentives and signing bonuses for the most difficult to fill positions. Typically those incentives are dependent upon successful evaluations and other criteria. Several districts are prepared to hire candidates at job fairs. Director Patterson suggested perhaps a finder’s fee for employee referrals.

STUDENT SERVICES DIRECTOR, RICK BURTON, reported that the Alternative Education Program is going very well with Coordinator, Randal Olsen. Rick has been working with Aric Fromdahl on the two programs for adjudicated youth, River Rock and Touchstone. Girls will be located at the Creekside site. The goal is to create a site where kids can work on life skills, attend UCC and have a safe place to stay.

Mr. Burton and Robert Emerson both attended the recent Phoenix School open house. Kelly Rush presented a Power Point overview of their programs and reviewed their progress measurements. Phoenix serves 130 of our Roseburg students. Phoenix staff expressed their appreciation for the partnership with the District, noting improved communication over the past year. Of 24 measurements, Phoenix meets or exceeds nine. The school is doing well with freshmen, and when students come in as true freshmen, they tend to complete their studies. However, measurements indicated that Phoenix is struggling with math, attendance and the graduation rate as a whole. Mr. Meyer recalled that of the measurements, our board is most concerned with graduation rates and state assessment results. Mr. Burton also shared that he attended the school graduation ceremony this year, where 30 students graduated, their highest number ever.

INDIVIDUAL DIRECTOR’S REPORTS: Director Meyer reported that he and his wife had the privilege of sitting with the Washburns at the recent Eastwood Elementary Fine Dining experience. Nutrition Services Director, Kyle Micken, and crew did a good job. Mr. Meyer also requested that the district work with UCC on the insurance limits contained within the UCC agreement to be updated to current standard.

Director Garcia noted that at Building & Sites earlier today, Tracy Grauf brought a proposal for relocating a 1988 modular from the Springfield School District to place at Fir Grove due to space constraints. The cost is estimated to be approximately \$60,000. A new unit with current upgrades would cost approximately \$115,000. Director Cotton expressed his concern that the unit might not survive the relocation. The consensus of the Board was to decline the offer to relocate the modular. Mr. Garcia commented that this is the second action that we have had to take to add space at both Eastwood and Fir Grove after being assured that it would not be necessary.

Director Endicott thanked administration for their fiscal prudence and noted that having budget projections earlier rather than later is good. He also shared that he greatly enjoyed the posters throughout the room from the Safety competition.

PUBLIC PARTICIPATION: There were again no audience members wishing to address the Board.

ADJOURNMENT: With no further business remaining, Board Chairman Lee recessed the regular meeting at 8:06 p.m.

EXECUTIVE SESSION: Chair Lee brought an Executive Session to order at 8:15 p.m. pursuant to ORS 192.660(2)(h), with all Board and Cabinet Members present.

ADJOURNMENT: With discussion concluded, Chair Lee closed the Executive Session and reconvened into regular session. Meeting was then adjourned at 9:15 p.m.

Gerry C. Washburn, Superintendent
GCW/jlk

NEXT MEETING: *The December 14, 2016, School Board meeting will be held in the Central Office Board Room.*